

US EPA ARCHIVE DOCUMENT

Attachment 3 – Portfolio Manager Workshop

April 29, 2009 ENERGY STAR Benchmarking for Wastewater Treatment Facilities



This training session for ENERGY STAR benchmarking for wastewater facilities is sponsored for Rhode Island facilities on April 29, 2009 at Barry Hall in Cranston's Pastore Center from 9:30 AM to 12:30 PM.

The workshop will provide interactive instruction on entering your energy use information into the Energy STAR benchmarking tool. You will leave with a benchmark ranking from 1-100 letting you know how well your facility performs from an energy standpoint. You will also learn how to use the tool to track energy improvements, calculate your carbon footprint, and set a target for improving your baseline score. We will discuss incentive payments available from electric utilities for energy efficiency upgrades and the opportunities for renewable energy use on site.

Participants need to bring the following information. For averages, bring the annual average.

- 1. Average Influent Flow**
- 2. Design Flow (MGD)**
- 3. Average Influent Biological Demand (BOD) Concentration: (mg/l)**
- 4. Average Effluent Biological Demand (BOD) Concentration: (mg/l)**
- 5. Whether you have Fixed Film Trickle Filtration Process: Yes or No**
- 6. Whether you have Nutrient Removal: Yes or No**
- 7. Your Facility Zip Code**
- 8. Energy use for each meter or bill received at the facility**

Energy use should be in both the units used on the bill (kWh, therms, etc.) and dollar cost. Possible billing or meter types include electric, natural gas, diesel, propane, liquid propane, steam, fuel oil types 1-6, coal, coke, chilled water, kerosene, wood, or other. We do not count energy you generate onsite from renewable sources (wind, solar, biogas, etc.).

You may bring energy data as paper bills or in a spreadsheet on a USB drive or CD. We need at least 12 consecutive months of energy data, but you may bring more if you want to compare your performance over time or find out if a prior upgrade is performing as you had hoped.

Directions to Barry Hall Computer Training Room at the John O. Pastore Center in Cranston

14 Harrington Road
Cranston, RI 02920
401-462-3201

From Points North:

Take I-95 S toward Warwick.

Merge onto RI-37 W via EXIT 14B toward RT-2 / CRANSTON.

Take the PONTIAC AVE. exit- EXIT 3- toward JOHN O. PASTORE CENTER.

Turn SLIGHT LEFT to take the ramp toward MEDICAL CENTER.

Turn SLIGHT LEFT onto PONTIAC AVE.

Turn RIGHT onto HOWARD AVE at the light.

Continue STRAIGHT (past water tower on right) and take a LEFT onto Keene Ave.

Follow Keene Ave. to the BACK of Barry Hall.

Enter building via the "Barry Hall" sign entrance.

Turn left and follow the signs to the computer training room at the END of the hall.

From Points South:

Take I-95 N toward Providence.

Merge onto I-295 N via EXIT 11 on the LEFT toward WOONSOCKET.

Take EXIT 2 toward WARWICK MALL.

Merge onto RI-2 N.

Turn RIGHT onto HOWARD AVE at the light.

Continue STRAIGHT and take a RIGHT onto Keene Ave. BEFORE the water tower on the left.

Follow Keene Ave. to the BACK of Barry Hall.

Enter building via the "Barry Hall" sign entrance.

Turn left and follow the signs to the computer training room at the END of the hall.

01/11/2005 12:00:00 PM



April 10, 2009

«Title» «FirstName» «LastName»
«Facility»
«Address__1»
«Address__2»
«City», «State» «Zip»

Re: Saving Money with Sustainable Energy Management at Wastewater Treatment Facilities

Dear «Title» «LastName»:

You are invited to learn how to easily and effectively track, benchmark and manage your energy use using US EPA's web-based Portfolio Manager tool. This is an integral part of implementing a sustainable Energy Management System.

This free course teaches you how to use the analytical tool's rating system to benchmark the energy performance of your facility. You will also learn how to use it to track your energy consumption and the progress of your energy efficiency efforts.

You will need to bring information (see attached flier) from your own facility to the course to take full advantage of the training. Attendees will learn how to measure and track energy use and carbon dioxide emission reductions and to establish baseline energy use which can then be used to prioritize investments, set goals and track improvements over time.

You will learn how to collect and input relevant energy consumption data and how to interpret the Energy Performance Rating. You can use the rating to compare your energy performance against a national average from peer facilities across the country and within your own portfolio. You will also learn how top performers can apply for the prestigious ENERGY STAR label.

The course is free and is sponsored by EPA Region 1 New England. In order that we may properly accommodate everyone please RSVP by April 22nd by completing the attached Registration form and faxing it to the attention of David Aucoin at the Narragansett Bay Commission. Also attached are driving directions and a flyer describing what to bring. If you have any questions please feel free to call me at 461-8848 x 329 or Dave Aucoin at 461-8848 x 418. I look forward to seeing you on the 29th.

Sincerely,

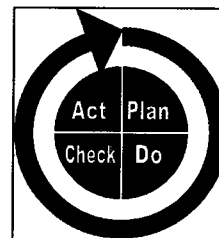
Barry Wenskowicz
Pollution Prevention Engineer
Narragansett Bay Commission
One Service Road
Providence, RI

**Sustainable Energy Management for Wastewater
Treatment Facilities
EPA Energy Star Portfolio Manager Software Training**

Date: Wednesday, April 29, 2009

Time: 9:30 AM – 12:30 PM

Location: John O. Pastore Center
Barry Hall – Basement
14 Harrington Road
Cranston, RI 02920
Phone: (401) 462-3085



**Facility
Name:** _____

Address: _____

Phone: _____

Fax: _____

Please register the following individual(s) for the workshop:	
	Unable to Attend <input type="checkbox"/>
	Reason: _____

Seating is limited. Please submit completed registration form by April 22nd to:

**David Aucoin
Narragansett Bay Commission
One Service Road
Providence, RI 02905
Phone: 401/461-8848 x 418
Fax: 401/461-6540**

Workshop Sponsors: Narragansett Bay Commission
Rhode Island Department of Environmental Management
US EPA New England
University of Rhode Island
RI Manufacturers Extension Services

NBC State Innovation Grant Project
EPA Energy Star Portfolio Manager Software Training
 Wednesday April 29, 2009
 9:30 AM - 12:30 PM

Name	Affiliation	Phone #	
CARMINE J. GONECONTE	NBC	461-8848x210	CGONEC
Rene Ims	NBC	461-8848x212	RimsC
Paul Robertson	Jamestown WWTF	423-7295	NMFarw
Doug Ouellette	Jamestown WWTF	423-7295	Douelle
Douglas Nettleton	NARRAGANSETT WWTF	782-0682	
Richard Genovesi	RTDEM	330-0610	Rgenov
JANINE BURKE	Warwick Sewer Authority	738-0354	janine.B.
Kathy Heroux-Yattaw	NBC/United Water	434-6350x184	Kheroux
RICHARD ESTEN	NEWPORT UTILITIES	845-5602	RESTENC
STEVE LAMBALOT	NEWPORT/UNITED WATER	845-2000	STEVEN.LA
Gilbert Veilleux	NBC	434-6350x121	gveilleux
JOHN GILHEENEY	RIMES	345-6233	Jgillee
Gene Park	URI	874-4303	ParkG
DAVID CHORLTON	WEST WARWICK WASTE TREATMENT	401-580-9082	DCHORLTON
Karen Goffe	Veolia Water Smithfield	401-231-1506	Karen.gof

[illegible]

EPA Energy Star Portfolio Manager Software Training Workshop Evaluation Form

April 29, 2009

Name (Optional): Carmen Duenas

Company (Optional): _____

5 = Excellent

4 = Good

3 = Fair

2 = Poor

1 = Not Applicable

Criteria	1	2	3	4	5
Overall Met Your Specific Needs				✓	
Quality of Handouts/Mailings				✓	
Usefulness of Handouts/Mailings				✓	
Quality of Speaker Presentation				✓	
Usefulness of Information Presented					✓
Location of Workshop					✓
Knowledge of Speaker				✓	
Length of Workshop				✓	
Scheduled Time of Workshop					✓

After attending this workshop, what energy-related areas are you more knowledgeable about?

how to use Portfolio Manager to track usage and costs

What other energy-related topic(s) would you like to see covered in future workshops?

how to understand / read utility bills

What was the best part of this workshop, applicable to your facility?

hands-on Computer program

**EPA Energy Star Portfolio Manager Software Training
Workshop Evaluation Form
April 29, 2009**

Name (Optional): Paul Robertson

Company (Optional): Jamestown WWTF

5 = Excellent
4 = Good
3 = Fair
2 = Poor
1 = Not Applicable

Criteria	1	2	3	4	5
Overall Met Your Specific Needs				<input checked="" type="checkbox"/>	
Quality of Handouts/Mailings				<input checked="" type="checkbox"/>	
Usefulness of Handouts/Mailings				<input checked="" type="checkbox"/>	
Quality of Speaker Presentation					<input checked="" type="checkbox"/>
Usefulness of Information Presented				<input checked="" type="checkbox"/>	
Location of Workshop					<input checked="" type="checkbox"/>
Knowledge of Speaker					<input checked="" type="checkbox"/>
Length of Workshop					<input checked="" type="checkbox"/>
Scheduled Time of Workshop					<input checked="" type="checkbox"/>

After attending this workshop, what energy-related areas are you more knowledgeable about?

uses of energy within our facility

What other energy-related topic(s) would you like to see covered in future workshops?

Energy options

What was the best part of this workshop, applicable to your facility?

What was the worst part of this workshop, applicable to your facility?

Will you be using the Portfolio Manager software for your facility?

Yes ☒ No ☐

Would you be interested in receiving advanced training on this software?

Yes ☒ No ☐

**EPA Energy Star Portfolio Manager Software Training
Workshop Evaluation Form**

April 29, 2009

Name (Optional): JANINE BURKE

Company (Optional): WARWICK SEWER AUTHORITY

- 5 = Excellent
4 = Good
3 = Fair
2 = Poor
1 = Not Applicable

Criteria	1	2	3	4	5
Overall Met Your Specific Needs					X
Quality of Handouts/Mailings				X	
Usefulness of Handouts/Mailings				X	
Quality of Speaker Presentation					X
Usefulness of Information Presented				X	
Location of Workshop				X	
Knowledge of Speaker					X
Length of Workshop				X	
Scheduled Time of Workshop				X	

After attending this workshop, what energy-related areas are you more knowledgeable about?

Benchmarking

What other energy-related topic(s) would you like to see covered in future workshops?

What was the best part of this workshop, applicable to your facility?

What was the worst part of this workshop, applicable to your facility?

Will you be using the Portfolio Manager software for your facility?

Yes ☒ No ☐

Would you be interested in receiving advanced training on this software?

Yes ☒ No ☐

**EPA Energy Star Portfolio Manager Software Training
Workshop Evaluation Form
April 29, 2009**

Name (Optional): DAVID CHOLTON

Company (Optional): W. WILSON WASTE TREATMENT

- 5 = Excellent
4 = Good
3 = Fair
2 = Poor
1 = Not Applicable

Criteria	1	2	3	4	5
Overall Met Your Specific Needs					
Quality of Handouts/Mailings					
Usefulness of Handouts/Mailings					
Quality of Speaker Presentation					✓
Usefulness of Information Presented					✓
Location of Workshop				✓	
Knowledge of Speaker					✓
Length of Workshop					✓
Scheduled Time of Workshop					✓

After attending this workshop, what energy-related areas are you more knowledgeable about?

NATURE OF STANDINGS TO SIMILAR PLANTS

What other energy-related topic(s) would you like to see covered in future workshops?

What was the best part of this workshop, applicable to your facility?

What was the worst part of this workshop, applicable to your facility?

Will you be using the Portfolio Manager software for your facility? Yes ☒ No ☐

Would you be interested in receiving advanced training on this software? Yes ☐ No ☐

**EPA Energy Star Portfolio Manager Software Training
Workshop Evaluation Form
April 29, 2009**

Name (Optional): STEVE LAMDALOT

Company (Optional): NEWPORT / UNITED WATER

- 5 = Excellent
4 = Good
3 = Fair
2 = Poor
1 = Not Applicable

Criteria	1	2	3	4	5
Overall Met Your Specific Needs					/
Quality of Handouts/Mailings					/
Usefulness of Handouts/Mailings					/
Quality of Speaker Presentation					/
Usefulness of Information Presented					/
Location of Workshop					/
Knowledge of Speaker					/
Length of Workshop					/
Scheduled Time of Workshop					/

After attending this workshop, what energy-related areas are you more knowledgeable about?

HOW WELL OR EFFICIENT THE FACILITY IS

What other energy-related topic(s) would you like to see covered in future workshops?

EXPLAIN BILLING

What was the best part of this workshop, applicable to your facility?

EFFICIENCY OF FACILITY, 98%

What was the worst part of this workshop, applicable to your facility?

Will you be using the Portfolio Manager software for your facility?

Yes ☒ No ☐

Would you be interested in receiving advanced training on this software?

Yes ☒ No ☐

**EPA Energy Star Portfolio Manager Software Training
Workshop Evaluation Form
April 29, 2009**

Name (Optional): _____

Company (Optional): _____

- 5 = Excellent
4 = Good
3 = Fair
2 = Poor
1 = Not Applicable

Criteria	1	2	3	4	5
Overall Met Your Specific Needs				✓	
Quality of Handouts/Mailings					
Usefulness of Handouts/Mailings					
Quality of Speaker Presentation					✓
Usefulness of Information Presented					✓
Location of Workshop					✓
Knowledge of Speaker					✓
Length of Workshop					✓
Scheduled Time of Workshop					✓

NA
NA

After attending this workshop, what energy-related areas are you more knowledgeable about?

What other energy-related topic(s) would you like to see covered in future workshops?

What was the best part of this workshop, applicable to your facility?

What was the worst part of this workshop, applicable to your facility?

Will you be using the Portfolio Manager software for your facility? Yes ☒ No ☐

Would you be interested in receiving advanced training on this software? Yes ☒ No ☐